

**MINUTES**  
**TRAVERSE CITY PLANNING COMMISSION**  
**Regular Meeting**

**TUESDAY, March 1, 2016**

**7:30 P.M.**

**Commission Chambers**  
**Governmental Center, 2nd Floor**  
**400 Boardman Avenue**  
**Traverse City, Michigan 49684**

**1. CALL MEETING TO ORDER-** Chairperson Serratelli called the meeting to order at 7:30 p.m.

**2. ROLL CALL-** Mrs. Luick called roll for the Planning Commission.

**PRESENT:** Commissioners Michael Dow, Janet Fleshman, Gary Howe, Vice-Chairperson Linda Koebert, Ross Richardson, Chairperson John Serratelli, Jim Tuller (arrived at 7:36 p.m.) and Jan Warren

**ABSENT:** Commissioner Camille Weatherholt

**STAFF:** Russ Soyring, Planning Director; Missy Luick, Planning and Engineering Assistant

**3. ANNOUNCEMENTS-** Mr. Soyring announced that the kick-off meeting for the 8<sup>th</sup> Street Charrette will take place April 21.

**4. CONSENT CALENDAR**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and be placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- A.** February 2, 2016 Regular Meeting and February 17, 2016 Study Session minutes (Approval recommended)
- B.** Consideration of the City of Traverse City Six-Year Capital Improvement Program 2016-2022. The Capital Improvement Program is a multi-year schedule for capital expenditures that includes costs, priorities, and identified funding for the next six years (For introduction and scheduling a Public Hearing for April 5, 2016)

Motion by Commissioner Warren, second by Commissioner Koebert, to approve the Consent Calendar as read. Motion carried 8-0 (Commissioner Weatherholt absent).

**5. OLD BUSINESS**

- A.** Presentation regarding Open Meetings Act, Freedom of Information Act, Boardmanship, Conflicts, Incompatible Offices and Ethics by Benjamin Marentette and Lauren Tribble-Laucht (Discussion)

Benjamin Marentette addressed the Commission.

Commissioner Tuller arrived at 7:36 p.m.

Lauren Tribble-Laucht addressed the Commission.

**6. NEW BUSINESS**

- A.** Consideration of an amendment to the Traverse City Code of Ordinances Chapter 1348 *Transportation District*, regarding allowing additional uses. (For introduction and possibly scheduling a Public Hearing for April 5, 2016)

Mr. Soyring introduced the text amendment and explained that staff and the airport representatives drafted the amendment together. Mr. Soyring stated that both East Bay Township and Garfield Township have been sent the draft amendment and have been asked for their review and comment.

Commission discussion.

Karrie Zeits, attorney representing Cherry Capital Airport, addressed the Commission.

Kevin Kline, Airport Director for Northwestern Regional Airport Commission, presented to the Commission.

Commission discussion.

Motion by Commissioner Warren, second by Commissioner Richardson, that a Public Hearing be scheduled for April 5, 2016 to consider an amendment to the Traverse City Code of Ordinances Chapter 1348 *Transportation (T) District*, regarding allowing additional uses.

Motion carried 8-0 (Commissioner Weatherholt absent).

- B.** Letter from Chris and Ann Porter regarding 939 Grant Street (Discussion)

Mr. Soyring explained that he met previously with the Porter's regarding their property at 939 Grant Street and suggested that they review the Master Plan and send a letter to the Planning Commission. In the letter, the property owners would like to develop their property into a 4-unit apartment building. They are requesting direction from the Planning Commission on how to proceed.

Chris Porter addressed the Commission.

Ann Porter addressed the Commission.

Commission discussion included the possibility of considering a conditional rezoning request. Commission discussion included a recommendation of speaking with the residents surrounding the property prior to proceeding with any request to the City.

**7. CORRESPONDENCE - None.**

**8. REPORTS**

- A. City Commission – Commissioner Richardson reported
- B. Board of Zoning Appeals – Commissioner Koebert reported.
- C. Grand Traverse Commons Joint Planning Commission - Commissioner Warren reported
- D. Arts Commission- Commissioner Warren reported
- E. Planning Commission
  - 1. Master Plan Review Committee—Commissioners Dow and Howe reported
  - 2. Parking Regulation Committee- Commissioner Serratelli reported
- F. Planning Department—No report
  - 1. Traverse City Place Plan Committee- Mr. Soyring reported
  - 2. Public Engagement Plan Committee- No report.
  - 3. Community Development/Economic Development- Mr. Soyring reported.
  - 4. Capital Improvement Program- No report

**9. PUBLIC COMMENT- None.**

**10. ADJOURNMENT**

Chairperson Serratelli adjourned the meeting at 9:05 p.m.

Respectfully submitted,

Date: April 5, 2016

Janet Fleshman ps  
Janet Fleshman, Secretary

